



VACANCY NOTICE

Jesuit High School is a Catholic, college preparatory school in the Jesuit tradition. Located in suburban southwest Portland, Oregon, Jesuit became a coeducational school in the fall of 1993. To meet the needs associated with our enrollment and growth, we are seeking professionals who have the ability to provide academic, educational and personal talents toward our goal of preparing "men and women for others."

POSITION AVAILABLE: .8 FTE Dual Credit Statistics Teacher (long-term maternity sub)

MAJOR RESPONSIBILITIES: Teach 4 sections of Dual Credit Statistics

QUALIFICATIONS: Passion for and skill in teaching Dual Credit Statistics. Teaching license preferred. Masters in Mathematics or Statistics preferred.

CLOSING DATE: January 19, 2018

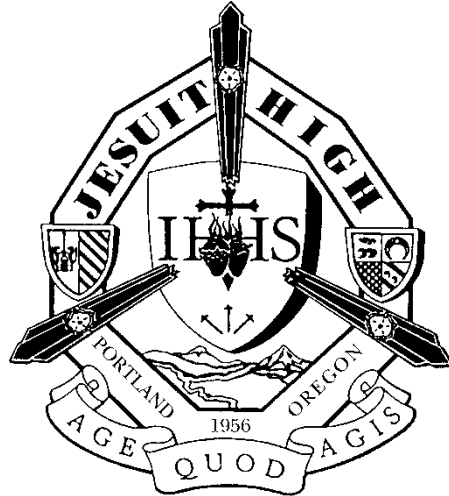
STARTING DATE: February 21, 2018

APPLICATION PROCEDURE

CANDIDATE:

1. Visit JHS website at www.jesuitportland.org (click About Us) to download the application.
2. Complete the application and return via email to Linda Pieratt at lpieratt@jesuitportland.org, along with the requested supporting documents.

Jesuit High School makes employment decisions without regard to race, color, sex, national origin, age, and disability unrelated to job performance. Jesuit High School hires without regard to religion when Catholic faith is not a job requirement, and welcomes people of all faiths.



JESUIT HIGH SCHOOL

PORTLAND,
OREGON

APPLICATION OF:

POSITION APPLIED FOR:

STATISTICS TEACHER

DATE

Application materials are to be sent in one email to:

Linda Pieratt, Registrar
lpieratt@jesuitportland.org

Revised 6/23/16

JESUIT HIGH SCHOOL APPLICANT INFORMATION SHEET

Please include the following with your completed application:

- I. Résumé
- II. Letter of Interest
- III. Three letters of recommendation
- IV. Transcripts
- V. Three references with current phone numbers and email addresses (must be different from letter writers)

The following is provided to help you submit the kind of information that will enhance the consideration of your application for a position with Jesuit High School. Your application will be considered as a confidential document; it will be reviewed only by those persons who have a direct part in the selection process.

- I. The initial screening for each application determines whether the application file is complete in all respects as outlined above. The application must be completed and all information received by the deadline stated in the vacancy announcement; failure to do so will eliminate an application from further consideration.
- II. Be certain to add to your application any information which may show added qualifications specifically related to the position you are seeking. Examples: extended travel or time spent in Spain in relation to a Spanish teaching position, or experience as a research chemist in private industry in relation to a chemistry teaching position. Note that applicants for Theology teaching positions, Campus Minister, Principal, or President must be practicing Roman Catholics.
- III. Applicants' files who have met the requirements outlined above will be screened by a committee designated by the Principal. Members of the committee may include administrators, teachers, and other staff members. Their function will be to review all of the information submitted by the applicants and to choose candidates who will be interviewed for the position.
- IV. All new employees will be subject to a federal fingerprint and background check, including references from three most recent employers. Failure to receive a report which is acceptable to the School will render the teacher's contract null and void. A written notice of the release of this contingency will be provided to the employee within ninety (90) days from the date of this contract. The contract is voidable at any time the School determines that the Teacher has submitted less than candid and complete information related to background and qualifications.
- V. Your application will be kept on file for one year. At the end of one year it will be destroyed unless you notify us of your desire to keep your application in active status. Should a vacancy occur during the school year, those applications in active status will be considered for that position. Additional applications may be sought at the discretion of the administration.

GENERAL INFORMATION

First _____ Middle _____ Last _____

Address: Street _____ City _____ State _____ Zip _____

Cell Phone _____ Home Phone _____ E-mail Address _____

Emergency Name & Phone Number _____

Do you have any special conditions that would affect your ability to work in an educational setting?

Have you ever been convicted for any offense? If yes, explain _____

Present Educational Assignment

School where presently employed (if applicable) _____ Position _____

Address _____

Subject(s) taught, if applicable _____ Grade(s) _____

Reason(s) for leaving present position _____

May we contact your present employer? _____

Experience in working with young people in organized out-of-school programs

Extra-curricular student activities in which you are presently involved

Professional Development

List major workshops, seminars, classes, internships, grants, etc., in which you have participated in the last five years which are not normally part of a degree program. (Do not include single meetings, conventions, etc.)

Co-curricular Activities

What activities are you prepared to commit to moderate or coach at Jesuit High School?

<input type="checkbox"/> Football	<input type="checkbox"/> Basketball	<input type="checkbox"/> Baseball	<input type="checkbox"/> Softball
<input type="checkbox"/> Soccer	<input type="checkbox"/> Tennis	<input type="checkbox"/> Track	<input type="checkbox"/> Cross Country
<input type="checkbox"/> Golf	<input type="checkbox"/> Swimming	<input type="checkbox"/> Skiing	<input type="checkbox"/> Volleyball
<input type="checkbox"/> Cheerleading	<input type="checkbox"/> Service Clubs	<input type="checkbox"/> Model UN	<input type="checkbox"/> Lacrosse
<input type="checkbox"/> Christian Service	<input type="checkbox"/> Campus Ministry	<input type="checkbox"/> Robotics	<input type="checkbox"/> Mock Trial
<input type="checkbox"/> Coffeeshouse	<input type="checkbox"/> Science clubs	<input type="checkbox"/> Diversity programs	<input type="checkbox"/> Other (specify):

References

Provide the name, email address, and telephone number of three persons (other than those who have written letters of recommendation) able to give information about your qualifications for the position for which you are applying.

Name:	Email address and telephone #:	Relationship:

Your answers to the following questions will provide us with information as to the ways you believe you can contribute to Jesuit High School. Use a separate sheet for your responses and attach it to this application.

1. Why do you want to work at Jesuit High School?
2. What do you consider your major strengths are as a teacher?
3. How do you feel you could contribute to a student's spiritual growth as outlined in the "Profile of the Jesuit High School Graduate" (found at: www.jesuitportland.org/mission)?

I hereby state that all of the information contained in this application is accurate and complete.

Signature

Date